



Board of Directors, Regular Meeting Minutes, Tuesday, February 26, 2019
RICHLAND SCHOOL DISTRICT NO. 400
BENTON COUNTY, RICHLAND, WASHINGTON

The Board of Directors of Richland School District No. 400 met for a regular meeting Tuesday, February 26, 2019, at 6:30 P.M. at the Administrative Service Center, 615 Snow Avenue, Richland, Washington. School Board President Rick Jansons presided. Board members present: Heather Cleary, Rick Donahoe, Jill Oldson, and Brett Amidan. Administrators present: Superintendent Rick Schulte, Successor Superintendent Nicole MacTavish, Deputy Superintendent Mike Hansen, Executive Director of Financial Services Rich Puryear, Assistant Superintendent K-5 and Assessment Brian Moore, Assistant Superintendent of Human Resources Tony Howard, Executive Director of Support Services Richard Krasner, Public Information Officer Ty Beaver, Executive Director of Special Education Mandy Cathey, and District Counsel Galt Pettett.

The Board meeting was called to order at 6:30 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-All Here

1.3 Approval of Minutes (January 29, 2019)

It was moved by Rick Donahoe and seconded by Heather Cleary that –

THE BOARD APPROVE MEETING MINUTES FROM JANUARY 29, 2019.

Vote: Amidan, abstained; Cleary, yes; Oldson, yes; Donahoe, yes; and Jansons, yes.
Motion was approved.

2.0 COMMUNICATIONS

Mr. Jansons advised recognitions scheduled for tonight will be postponed due to poor weather conditions.

2.1 Requests and Comments by Visitors (time limit)

Sarah Anderson, 289 Rachel Road-Hanford High School AP Teacher, suggested having school on the Spring Professional Day, March 8, 2019, due to the many snow day closures. She reported teachers are running out of time to complete curriculum in AP classes.

Michael Whitehead, 5130 Blue Heron, stated he is a mental health professional and shared information regarding the decline of time to play for students and its behavior ramifications.

3.0 BUSINESS

3.1 Construction Projects

Caren Johnson, Director of Capital Projects, shared the construction document phase of both the Tapteal Elementary School and the Teaching, Learning and Administration Center projects are now

complete. The documents have been submitted to the authority having jurisdiction for review and permitting. Ms. Johnson explained during code revision, a third staircase to go out to the playground at Tapteal was added. This will increase the cost, add square footage, but reduce classroom sizes by several inches. Ms. Johnson asked for Board approval for both projects.

Dr. Schulte explained high quality construction documents are valuable as they create a better bidding environment.

3.1.1 Tapteal Construction Documents Approval

It was moved by Rick Donahoe and seconded by Heather Cleary that –

THE BOARD OF DIRECTORS OF RICHLAND SCHOOL DISTRICT No. 400 APPROVE CONSTRUCTION DOCUMENTS FOR THE NEW TAPTEAL ELEMENTARY SCHOOL.

Vote: Amidan, yes; Cleary, yes; Oldson, yes; Donahoe, yes; and Jansons, yes.
Motion was approved.

3.1.2 Tapteal Authorization to Bid

It was moved by Jill Oldson and seconded by Brett Amidan that –

THE BOARD OF DIRECTORS OF RICHLAND SCHOOL DISTRICT No. 400 APPROVE AUTHORIZATION TO BID FOR THE NEW TAPTEAL ELEMENTARY SCHOOL.

Vote: Amidan, yes; Cleary, yes; Oldson, yes; Donahoe, yes; and Jansons, yes.
Motion was approved.

3.1.3 Teaching, Learning and Administrative Center (TLAC) Construction Documents

It was moved by Rick Donahoe and seconded by Jill Oldson that –

THE BOARD OF DIRECTORS OF RICHLAND SCHOOL DISTRICT No. 400 APPROVE CONSTRUCTION DOCUMENTS FOR THE TEACHING, LEARNING AND ADMINISTRATIVE CENTER.

Vote: Amidan, yes; Cleary, yes; Oldson, yes; Donahoe, yes; and Jansons, yes.
Motion was approved.

Dr. Schulte stated the original budget for the TLAC building has increased from \$10M to \$16M since several classrooms have been added. Superintendent Schulte shared several revenues available that can only be used for capital projects to cover the increase in cost. Funding for a property purchase was included in the bond, but the TLAC is being built on District owned property, therefore no property was needed. Other options include funds from the sale of the Dallas Road property, savings on the Chief Joseph roof, interest on bond funds, and PILT funds already received.

3.1.4 Teaching, Learning and Administration Center (TLAC) Authorization to Bid

It was moved by Rick Donahoe and seconded by Jill Oldson that –

THE BOARD OF DIRECTORS OF RICHLAND SCHOOL DISTRICT No. 400 APPROVE
AUTHORIZATION TO BID FOR THE TEACHING, LEARNING AND ADMINISTRATIVE
CENTER.

Vote: Amidan, yes; Cleary, yes; Oldson, yes; Donahoe, yes; and Jansons, yes.
Motion was approved.

3.2 Assessment Update

Mike Hansen, Deputy Superintendent, reviewed the English Language Arts (ELA) and math projections for both 2017-2018 and 2018-2019 for every grade, as well as the District as a whole with the 2018 Smarter Balanced Assessment (SBA) results included. Students at all grades outperformed the winter projections last year in both ELA and Math. District ELA performance on the 2018 SBA was 6.6% over the winter projection, while the Math performance on the SBA was 5.5% over the projection. In addition, the 2018-2019 winter projections for both ELA and Math are generally improved this year. This may be an indicator that overall District scores in both math and ELA SBA assessments will improve this year as compared to the 2018 data. Mr. Hansen also provided detail by school and grade level that looks at projected performance and is broken down by low-income and non-low income populations. These data will be used to drive the building level 2022 targets as School Improvement Plans (SIPs) are updated for the 2019-2020 school year.

Brian Moore, Assistant Superintendent of Elementary Education, stated these results are being shared at the Touch Base meetings taking place this week. Mr. Moore shared the focus is on growth rather than 100% proficiency.

3.3 District/School Improvement Planning-2022 Targets

Mr. Hansen stated the 2019-20 School Improvement Plan template has been updated for use by all schools. Each target area requires updating, and the new target date is proposed for the 2022 end of year results. Mr. Hansen explained each site will base their 2022 targets on the District targets and these will differ by site. Special Education targets will also be included in each school's improvement plan. The plans will evolve from the previous year long actions with end of year measures, to plans that are reviewed on a 45 day cycle with specific measures required for each action (developed by the school site).

Public Comment:

Sarah Anderson shared she is happy to hear about the focus on growth rather than 100% proficiency.

Dr. Schulte explained District goals are based on other districts with similar demographics and higher student success. Principals contact higher achieving schools and get ideas for improvement. Mr. Hansen shared principals will present building information each fall and then report again each spring. A workshop setting for these presentations was suggested.

Mr. Hansen advised buildings will move ahead with the information presented and yearly Board discussion will take place.

3.4 Change of Board Meeting Dates in April; Cancellation of March 12, 2019 Meeting

Mr. Jansons proposed to cancel the March 12, 2019 Board meeting since Board member Jill Oldson, along with Superintendents Schulte and MacTavish, will be in Washington, D.C. advocating for PILT funding. Previously planned agenda items for the March 12 meeting will be moved to other dates.

Mr. Jansons asked to re-schedule Board meeting dates in April as was done in January, taking advantage of a month with five Tuesdays and avoiding close proximity to spring break. The revised April Board meeting dates will be the third and fifth Tuesdays (April 16 and April 30).

It was moved by Jill Oldson and seconded by Rick Donahoe that –

THE BOARD APPROVE THE CANCELLATION OF THE MARCH 12, 2019 MEETING.
THE BOARD ALSO APPROVED CHANGING THE APRIL BOARD MEETINGS FROM
APRIL 9, 2019 TO APRIL 16, 2019, AND APRIL 23, 2019 TO APRIL 30, 2019.

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.
Motion was approved.

3.5 Certified Staffing

Dr. Schulte reported the enrollment forecast for budget planning purposes of 13,700 FTE was established, representing a decrease of 50 budgeted FTE and an increase of 150 actual FTE. The next step is setting staff numbers for Basic Education Certificated Instructional Staff (CIS). Superintendent Schulte stated staff costs represent the largest category of District spending, amounting to 80% to 82% of expenditures. For the past two years, the District received revenue for the added K-3 class size teachers, without a requirement that the District use those funds to hire all the needed teachers and reach the goal class size of 17 to 1 (including specialists, nurses, etc.). Beginning with the 2019-2020 school year, the District must use those funds to hire K-3 class size teachers and reach an average K-3 class size ratio of 17 to 1. If the District does not reach the target class size, funding will be reduced proportionately. The District lacks classroom space for 25-30 additional teachers and state funding does not cover the full cost of the teachers, which would be an additional \$350,000 to be funded from local resources (levy). Superintendent Schulte shared information regarding basic educational prototypical versus actual certificated staffing levels. Final numbers and changes by the state legislature are unclear, but it is apparent the District must reduce both certificated and classified staff and/or use Materials, Supplies, and Operating Cost (MSOC) allocations for staff.

Mr. Jansons stated public perception is that the state has taken care of the McCleary decision by fully funding education. It is rarely mentioned that state funding has been increased by reducing local levy funds. Board discussion followed.

Public Comment:

Sarah Anderson asked if construction of the TLAC building could be delayed for a year to offset some of the staff reductions. Dr. Schulte stated unencumbered capital money could only be used for capital projects, not staff funding.

3.6 Strategic Plan Survey Update

Ty Beaver, Public Information Officer, reported the Board is developing a Strategic Plan that will guide the District's goals and priorities in the coming years, based on the community's values and interests regarding education. Mr. Beaver advised the survey will be live for ten days and will be disseminated through various channels including emails, the District website, social media and eNewsletters, all with links to the survey and reminders. He reported over 2,100 responses have been received at this time. A special Board meeting will be held on March 19, 2019 to review the survey results.

4.0 CONSENT AGENDA (approval by a single vote of the Board)

It was moved by Rick Donahoe and seconded by Brett Amidan –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.13).

Vote: Amidan, yes; Cleary, yes; Donahoe, yes; Oldson, yes; and Jansons, yes.
Motion was approved.

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL:

RETIREMENTS FOR THE 2018-2019 SCHOOL YEAR:

Bricker, Vicki, 1.0 FTE, Assistant Principal, Richland High School (effective 6/30/2019)

REASSIGNMENTS FOR THE 2019-2020 SCHOOL YEAR:

Crider, Elizabeth, 1.0 FTE, Classroom Teacher, Location to be determined

CERTIFICATED PERSONNEL:

NEW HIRES FOR THE 2018-2019 SCHOOL YEAR:

Sem-Rodrigues, Lisa, 1.0 FTE, Counselor, Chief Joseph MS (non-continuing, effective 2/19/19)

INCREASED FTE FOR THE 2018-2019 SCHOOL YEAR:

Simmelinck, Ryan, .2 FTE, History, Richland HS, non-continuing (effective 1/23/19 to 6/11/19)

RESIGNATIONS FOR THE 2018-2019 SCHOOL YEAR:

Bravo, Jenifer, 1.0 FTE, Third Grade Teacher, Jason Lee Elementary

Canter, Christine, 1.0 FTE, Mathematics Teacher, Chief Joseph Middle School

Curran, Debra, 1.0 FTE, Speech Language Pathologist, Special Programs

Neely, Kathryn E., 1.0 FTE, Special Education Teacher, Jason Lee Elementary

Yeash, Sarah, 1.0 FTE, Special Education Teacher, Twin Rivers Facility

RETIREMENTS FOR THE 2018-2019 SCHOOL YEAR:

Brown, Benita, 1.0 FTE, Library Media Specialist, Sacajawea Elementary

Gustafson, Kurt, 1.0 FTE, Psychologist, Special Programs

McLain, Steven, 1.0 FTE, Consultant, Three Rivers HomeLink

Vermeul, Penny, 1.0 FTE, Art Teacher, Sacajawea Elementary

Perez, Steven, 1.0 FTE, Social Studies Teacher, Hanford High School

LEAVE OF ABSENCE FOR THE 2019-2020 SCHOOL YEAR:

Bell, Beth, 1.0 FTE, Mathematics Teacher, Hanford High School (2nd year leave)

Cusick-Reberger, Sarah, 1.0 FTE, Fifth Grade Teacher, White Bluffs Elementary (2nd year leave)

NEW HIRES FOR THE 2019-2020 SCHOOL YEAR:

Ashworth, Andrew, 1.0 FTE, Elementary Teacher, Location to be determined

Fix, Savannah, 1.0 FTE, Elementary Teacher, Location to be determined

CLASSIFIED PERSONNEL:

HIRE:

LaCour, Donna, Bus Driver, Transportation, effective 01/24/19
Milliken, Marsha, Secretary, Hanford High School, effective 01/24/19
Mitson, Mark, Bus Driver, Transportation, effective 01/28/19

RESIGNATIONS:

Freeman, Kimberly, Nutrition Services, Jefferson Elementary, effective 06/12/18
Grimshaw, Stephanie, Paraeducator, Jason Lee Elementary, effective 02/15/19
Henderson, Deborah, Paraeducator, Enterprise Middle School, effective 01/31/19
Pearson, Heather, Paraeducator, ECEAP Home Health Advocate, effective 02/28/19
Steneken, Sue, Paraeducator, Badger Mountain Elementary, effective 02/18/19
Verlanic, LeAnn, Nutrition Services, Chief Joseph Middle School, effective 01/18/19
West, Elizabeth, Paraeducator, Jason Lee Elementary, effective 01/18/19

RETIREMENTS:

Young, Janet, Secretary, Special Programs, effective 04/01/19

4.2 Enrollment Monthly

4.3 Budget Monthly Enrollment

4.4 Paraeducator Bargaining Agreement

4.5 Cash Grant-Tapteal PTA-Fifth Grade Trip

4.6 Cash Grant-Fred Meyer/Kroger-All Schools-School Needs

4.7 Cash Grant-Washington State University-Three Rivers HomeLink-Future City Expenses

4.8 Cash Grant-Kiwanis-Jefferson-Library Books

4.9 Cash Grant-FIRST-Chief Joseph Middle School-Lego Team

4.10 Cash Grant-FIRST-Chief Joseph Middle School-2 Lego Team

4.11 Equipment Grant-D. Burt-iPads-Hanford High School Wrestling

4.12 Change Orders

4.13 Payroll and Warrant Approval

ASB Fund Warrant Nos. 40006014 through 40006038 for \$19,983.86
Nos. 54000220 through 54000221 for \$96,248.84
No. 74000058 for \$72.00
Nos. 40006039 through 40006054 for \$6,470.07
Nos. 54000222 through 54000224 for \$62,977.06
Nos. 40006058 through 40006071 for \$20,519.80
Nos. 74000059 through 74000062 for \$12,240.72
Capital Projects Fund Warrant Nos. 20001204 through 20001207 for \$179,401.98
Nos. 52000096 for \$5,891.33
Nos. 20001208 through 20001211 for \$1,824,170.45
Nos. 52000097 through 52000100 for \$261,823.00
Nos. 20001212 through 200012113 for \$30,240.74
Debt Services Fund No. 30000125 for \$550.00
General Fund Warrant Nos. 10065592 through 10065669 for \$712,395.68
Nos. 51000478 through 51000488 for \$269,922.24
Nos. 71000612 through 71000626 for \$14,542.35
Nos. 10065683 through 10065759 for \$172,261.74
Nos. 51000489 through 51000497 for \$214,630.81
Nos. 710000627 for 71000641 for \$8,644.97
Nos. 10065760 through 10065841 for \$271,940.78

Nos. 51000498 through 51000504 for \$287,933.45
Nos. 71000642 through 71000663 for \$30,984.32
Self-Insurance Fund Warrants Nos. 70000043 through 700000045 for \$99,963.15
No. 70000046 for \$9,561.17
Nos. 70000047 through 70000049 for \$485,809.95
Payroll Warrant No. 10065113 for \$161.63
Nos. 10065222 to 10065223 for \$501.65
No. 10065306 for \$467.21
Nos. 10065347 to 10065523 for \$237,780.28
Nos. 10065524 to 10065582 for \$3,756,557.54
Nos. 10065584 to 10065591 for \$2,739.18
Void Check for \$968.86
Electronic Fund Transfer for \$8,248,150.08
Total January Payroll approved in the amount of \$12,245,388.71

5.0 FUTURE AGENDA ITEMS

Dr. Schulte reviewed the process to date with WSU Tri Cities on a land agreement for placement of the new Hanford High School Stadium approved by voters as part of the 2017 Bond. This has been a lengthy process with much time and effort put forth by the District. Discussion has ranged from a lease, to a land swap, to a purchase, with no agreement as of now. Dr. Schulte and Galt Pettett, District Counsel, met with a representative from the Port of Benton who is in favor of the project.

After discussion, Board members stated they want to own the land the new stadium is constructed on and will use a different location on the Hanford High School property if a purchase and sale agreement cannot be agreed upon. The Board also does not want to delay the project. Dr. Schulte and Mr. Pettett were directed to set a meeting with the WSU Chancellor and a representative from WSU Pullman to discuss final options.

6.0 BOARD AND SUPERINTENDENT REPORTS

Rick Schulte praised the support services staff for an extraordinary job clearing snow over the past several weeks. There will be a debrief at a later date to review the process and discuss the option for waivers near the end of March. He reported a meeting with the City of Richland has been set to discuss winter weather events and how to better prepare. Superintendent Schulte reported the free lunch at Jefferson Elementary for all during the snow days was a great event with many staff volunteers involved. Leftover food was taken to the Gospel Mission in Pasco.

Dr. Schulte reported the purchase of the portable at Jefferson Elementary by the District. Several possibilities were mentioned for its use in the future. The Auditor’s Entrance Conference will be held March 5, 2019 at 11:00 A.M. Jill Oldson and Heather Cleary offered to attend the conference.

Heather Cleary reported the Destination Imagination Regional Tournament will be held at Richland High School this weekend with 92 teams attending. Ms. Cleary thanked members of the Teaching, Learning and Curriculum staff for their assistance with this event.

Rick Donahoe attended the free lunch at Jefferson and thanked those who helped with the event. He also attended the Boys and Girls Clubs’ Youth of the Year event, the Newsies drama production at

Hanford High School, and is working on the set of the next Hanford Drama production, Pride and Prejudice.

Rick Jansons shared a suggestion for Jefferson Elementary traffic congestion. Mr. Jansons also shared he is a candidate for Vice President of the Washington State School Board of Directors (WSSDA).

ADJOURNMENT

The meeting adjourned at 8:58 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS